

MASSACHUSETTS  
BAY  
TRANSPORTATION  
AUTHORITY

500 Arborway, Boston, Mass. 02130

James D. Fitzgerald, Director of Engineering & New Construction

April 29, 1968

RECEIVED

MAY 1 1968

Miss Esther Maletz, Project Director  
Boston Redevelopment Authority  
City Hall Annex  
Boston, Massachusetts

Boston Redevelopment Authority  
Government Center

Dear Miss Maletz:

SUBJECT: Government Center Project  
MBTA Bowdoin Station

As per our telephone conversation, the following is a clarification of the MBTA's method of change order approvals.

When an item requiring change is discovered in the course of a construction contract, it is brought to the attention of the Authority's representative. The change is then analyzed by the Authority; and if considered necessary, the contractor is then requested to submit a change order proposal.

If the proposal is acceptable and within the budget limit for the project, the contractor is authorized to proceed by the project manager.

We have realized that if each proposal were formally approved by executed document prior to construction that delays would occur in the contract. In this situation, we have executed the change order in order to avoid a contract increase.

I realize that we should have informed you earlier of our intentions, but we will make a special effort to insure that this situation does not occur in the future, and I request your coordination and effort in approving this change order.

Very truly yours,

*Peter M. Hourihan*  
Peter M. Hourihan  
Acting Project Manager

PMH/dmo



RESUBMITTED: May 9, 1968

M E M O R A N D U M

TO: BOSTON REDEVELOPMENT AUTHORITY

FROM: HALE CHAMPION, DEVELOPMENT ADMINISTRATOR

SUBJECT: PROJECT MASS. R-35 - GOVERNMENT CENTER  
CONTRACTS - CHANGE ORDER #1, MBTA BOWDOIN SQUARE

SUMMARY: This memorandum provides the MBTA's explanation for its lateness in submitting Proposed Change Order No. 1 to the Bowdoin Station Contract, which change order was rejected by the Board at its meeting of April 18, 1968.

At the Board Meeting of April 18, 1968, the attached memo was submitted requesting approval of a change order to the construction contract for MBTA Bowdoin Station. At that time the Board voted to disapprove the change order on the grounds that the work had already been completed.

Following that meeting, we requested that the MBTA provide us with an explanation of its late submission for approval of these changes, and a copy of Mr. Hourihan's letter of April 29 is attached.

It appears that under the MBTA's regular procedure for station modernization and other construction work, the Project Manager for each construction job is given considerable discretion to approve change orders, subject to later ratification by the trustees.

Mr. Hourihan, who is the acting Project Manager for the Bowdoin Station job, had assumed that this same procedure would apply in this case, even though the BRA was financing the construction.

Since the changes, in any event, have been approved by our staff as necessary and desirable, I request that the Board reconsider its vote of April 18, 1968 and authorize this payment.

*Not Applicable*

MEMORANDUM

April 18, 1968

TO: BOSTON REDEVELOPMENT AUTHORITY

FROM: HALE CHAMPION, DEVELOPMENT ADMINISTRATOR

SUBJECT: PROJECT MASS. R-35 Government Center  
CHANGE ORDER - MBTA-BOWDOIN SQUARE CONTRACT

SUMMARY: This memorandum recommends acceptance of Change Order #1 to the Contract between MBTA and L.H. McIsaac Co., Inc. for work at the Bowdoin Square Station.

In the course of reconstruction work at the Bowdoin Square Station, certain minor changes became necessary as described in the attached proposed Change Order #1 submitted with a letter from the MBTA dated February 26, 1968. The Change Order, in the amount of \$3,230.50, has been approved as reasonable by the Engineering Department, and I recommend your approval thereof, subject to HUD concurrence.

An appropriate vote is attached.



MASSACHUSETTS  
BAY  
TRANSPORTATION  
AUTHORITY

500 Arborway, Boston, Mass. 02130

James D. Fitzgerald, Director of Engineering & New Construction

FEB 27 1968

Boston Redevelopment Authority  
Government Center

February 26, 1968

Miss Esther Maletz  
Boston Redevelopment Authority  
City Hall Annex - Court Street  
Boston, Massachusetts

Dear Miss Maletz:

SUBJECT: Change Order No. 1  
Bowdoin Station  
M.B.T.A. Contract No. SM-203  
Station Modernization Program

Enclosed for your concurrence are three (3) copies  
of the above referred change order.

Your early response to this matter would be  
greatly appreciated.

Very truly yours,

*Peter M. Hourihan*

Peter M. Hourihan  
Acting Project Manager  
Station Modernization

dmo

Enclosures (3)

MASSACHUSETTS BAY TRANSPORTATION AUTHORITY  
 AGREEMENT FOR EXTRA WORK  
 OR ALTERATIONS IN THE WORK

FEB 27 1963

M.B.T.A. CONTRACT NO. SM-203.

Boston Redevelopment Authority  
 Government Center

Project Station Modernization Program  
 Location Bowdoin Station  
 Contractor L. H. McIsaac Co., Inc. Address 76 Seattle Street Allston, Massachusetts  
 Change No. 1

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The Massachusetts Bay Transportation Authority and the undersigned contractor agree as follows:

1. In accordance with the terms and conditions of the above described contract and such further terms and conditions as are hereinafter contained or attached and made a part hereof, the undersigned Contractor shall:

See Explanation of Necessity Letter Attached

2. There shall be (added to) ~~XXXXXXXXXXXX~~ the contract price (the lump sum of) ~~XXXXXXXXXXXX~~ \$ 3,230.50. (See attached breakdown estimate).

3. This change (adds) ~~XXXXXX~~ 0 days (to, from) the contract time.

4. This agreement shall not become effective until it is accepted and signed by The Massachusetts Bay Transportation Authority.

Contractor Date

by Title

Massachusetts Bay Transportation Authority Date

by Title General Manager

Execution of the above agreement  
 by The Massachusetts Bay Transportation  
 Authority is:

Approved as to form.

(1) General Counsel and Chief Legal Officer Date

Recommended

(2) Supt. of New Construction Date

(3) Project Manager Date

(4) Date

Previous Additions \$ NONE

Previous Deductions \$ NONE

Previous Net Total \$ NONE

This Change \$ 3,320.50

Total Net Change to Date \$ 3,230.50



EXPLANATION OF NECESSITY

Change No. 1

Page 2 of 17

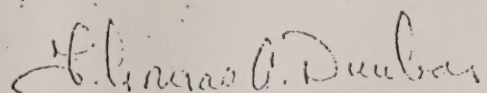
STATION MODERNIZATION PROGRAM

- Item 1 The stainless steel entrance doors requested in this change order are far superior to the aluminum doors specified in the contract. The replacement of glass would be less costly with the stainless steel doors. Also, the additional cost of \$891.00 is comparatively small compared to the initial cost of the aluminum doors.
- Item 2 The black rubber stair tread with a 3" white nosing requested in this change order has quite an important safety factor over the solid black tread as specified in the contract. The additional cost of \$275.00 is relatively low for this additional safety measure.
- Item 3 The installation of a new 2" water fire line requested in this change order is necessary as the existing fire line was abandoned when the 12" water main was relocated leaving the station without a water supply for the fire line. The cost of \$1,630.00 is a fair and just price for this work and includes the City of Boston costs, plumbing, excavation, and waterproofing.
- Item 4 The installation of a new open grille and the revised window frame over the entrance doors requested in this change order were made necessary from observation during construction. In order to prevent the doors from unintentional opening and causing injury to someone, it was decided that ventilation should be provided. The cost of this additional work amounted to \$434.50.

SUMMARY OF COST

Item No. 1	\$ 891.00
Item No. 2	275.00
Item No. 3	1,630.00
Item No. 4	<u>434.50</u>

TOTAL	\$3,230.50
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Thomas A. Dunbar  
Area Engineer